

Franklin County Joint Emergency Telephone System Board Policy for the Disposal of Fixed Assets

The Franklin County Joint Emergency Telephone System Board will, as needs arise, upgrade the equipment they provide to the 9-1-1 Administrative Office, the PSAPs and other public safety agencies. This action will create the situation of having surplus or obsolete equipment that will need to be stored for spare parts or disposed of. The 9-1-1 Director shall prepare a list of all such fixed assets recommended for disposal and shall submit the list to the Board for approval. The Board shall determine, by majority vote, the method of disposal to be used for the fixed assets listed which may include loaning the equipment to a Franklin County public safety or governmental agency, selling it via sealed bid, or outright destruction of the asset to protect confidential information.

If assets are to be loaned or sold via a sealed bid, the FCJETSB will include “hold harmless” language in the agreement, contract or invoice used to consummate the transaction. Loan requests must be in writing and addressed to the FCJETSB. If assets are to be loaned to a Franklin County public safety or governmental agency, an inter-agency agreement will be prepared to document the loan. If assets are to be sold via a sealed bid (which must also be in writing and addressed to the FCJETSB), the following process will be used:

1. Notice will be placed in local newspapers listing all items to be disposed of and the deadline by which to submit a sealed bid for any or all of the items. The FCJETSB has the right to reject any or all bids.
2. The bidder submitting the highest bid will be sold the item or items in question. When two or more bidders submit the same bid, then Franklin County residents will be given preference over other bidders. After that, there will be a blind drawing to determine the successful bidder.
3. All items must be paid for in cash or certified check when they are picked up by the successful bidder within seven days of receiving notification unless other arrangements have been made with the FCJETSB through the 9-1-1 Office. All items are sold “as is” and shall not be returned to the FCJETSB.
4. Any assets not sold through this sealed bid process may be put up for sale on a “first come” basis with the same terms and conditions stated in section 3 above, or disposed of at the FCJETSB’s discretion.

(Legal review and approval: 10/07/08)

Approved by the FCJETSB: _____ Date: _____
Jeff Tharp, FCJETSB Secretary